

**ADMINISTRATIVE-INTERNAL USE ONLY**

Approved For Release 2005/11/23 : CIA-RDP80B01495R000900020014-9

16 July 1973

Note to MAGID Representatives:

Before we meet for the first time next Thursday, you might spend some time thinking about the various items listed below. I think we should look on this session as a free-for-all in which we exchange views and attempt to get our bearings before our first meeting with Proctor and Walsh. This tentative agenda is not meant to be all-inclusive but does give you some idea of what we should be focussing on initially. I'll welcome all thoughts and suggestions for additional items and hope you'll feel free to raise whatever is on your mind.

Tentative Agenda

- A. Background on Agency MAG
  - how and why established
  - projects
  - working procedures
  - success?
- B. Philosophy of MAGID
  - management tool?
  - employee representatives?
  - what do we think MAGID should do?
  - are we only an alerting group or should we
  - provide answers to problems we uncover?
- C. Possible projects
  - kinds
  - how generated - from below, from above or
  - from within group?
  - substantive problems as well as managerial ones?
- D. Procedures
  - when meet - working hours, after, or both?
  - how often?
  - speakers?
- E. Relations with others
  - with DDI front office
  - with DDI office chiefs
  - with other directorate MAGs
  - with Agency MAG
  - with DDI personnel

REMEMBER: Meeting is on Thursday, 19 July at 1:30 in 6G-21  
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MEMORANDUM FOR: Messrs. <sup>2007</sup>Proctor and [ ]

As you can see, [ ] is getting things organized. Attached is her tentative agenda for the "get-acquainted" MAGID session (this Thursday). I will have lunch with [ ] on Friday to get her fill-in on that and her initial impressions of the group.

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